

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Administrative Office	(2) MEETING DATE 2/19/2013	(3) CONTACT/PHONE Vince Morici, (805) 781-5011	
(4) SUBJECT Consideration of the Five Year Facilities and Infrastructure Capital Improvement Plan. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board review and accept the proposed Five Year Facilities and Infrastructure Capital Improvement Plan.			
(6) FUNDING SOURCE(S) N/A	(7) CURRENT YEAR FINANCIAL IMPACT \$0	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? N/A
(10) AGENDA PLACEMENT { } Consent { } Presentation { } Hearing (Time Est. _____) {X} Board Business (Time Est. <u>45 min.</u> _____)			
(11) EXECUTED DOCUMENTS { } Resolutions { } Contracts { } Ordinances {X} N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR)		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: { } 4/5th's Vote Required {X} N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? Yes	(16) AGENDA ITEM HISTORY { } N/A Date <u>2/16/10, 3/13/12</u> _____	
(17) ADMINISTRATIVE OFFICE REVIEW			
(18) SUPERVISOR DISTRICT(S) All Districts -			

County of San Luis Obispo



TO: Board of Supervisors

FROM: Janette Pell, Director, General Services Agency
Paavo Ogren, Director, Department of Public Works
Vince Morici, Analyst, Administrative Office

DATE: 2/19/2013

SUBJECT: Consideration of the Five Year Facilities and Infrastructure Capital Improvement Plan. All Districts.

RECOMMENDATION

It is recommended that the Board review and accept the proposed Five Year Facilities and Infrastructure Capital Improvement Plan.

DISCUSSION

This item presents the proposed Five Year Facilities and Infrastructure Capital Improvement Plan (CIP). The Five Year CIP is a consolidated look at the facilities and infrastructure improvements that are planned to be considered during the five year time frame beginning with fiscal year 2013-14 and ending with fiscal year 2017-18. At the end of each year, the plan will be revised and a new year added.

Many departments contributed to the development of the Five Year CIP. The primary staff and oversight for the development of this plan was provided by the Public Works Department, General Services Agency, Planning and Building Department and the County Administrative Office.

Background

The planning and identification of infrastructure projects developed through the Public Works Department and County facilities projects developed through the General Services Agency have historically involved separate processes. For the second year, staff used a comprehensive process which consolidates the information about planned infrastructure and facilities projects for the next five years into a single document. This process incorporates greater consideration of land use plans and goals and identifies proposed projects by function and community.

The Infrastructure and Facilities Coordinating Committee (IFCC) consisting of department heads and managers from the County Administrative Office, General Services Agency, Public Works Department and Planning and Building Department continued to work to fine-tune the County's capital improvement planning process and, in turn, updated the Five Year CIP.

The IFCC sought input from key stakeholders including representatives from San Luis Obispo Council of Governments (SLOCOG), Local Agency Formation Commission (LAFCO), Home Builders Association of the Central Coast, San Luis Obispo Economic Vitality Corporation (SLOEVC), and multiple County departments. The specific process used in the preparation of the Five Year CIP is described in Section 2 and Appendix 9 of the plan.

Overview of the Five Year CIP

The Five Year CIP includes a wide range of facilities and infrastructure projects. Facilities projects include the construction or improvement of libraries, correctional facilities, parks, offices and airport facilities. Infrastructure projects include the construction or improvement of roads, bridges, water systems and wastewater systems. The majority of the projects in the CIP have an estimated cost of \$100,000 or more. The focus of the plan is the presentation of projects planned for consideration over a five year period beginning in FY 2013-14, however, it also includes:

- Summaries and descriptions of recently completed projects.
- Lists of potential projects beyond the five year timeframe.
- Lists of projects sorted by functional areas.
- Lists of projects sorted by community.
- Summary of the funding sources typically used to develop projects.
- Discussion of the annual planning process and future updates of the plan.

There are 80 projects in the plan spread over 23 communities and rural areas. The total estimated expense over the five year time frame is \$347.5 million. The plan includes thirty-nine facilities projects identified by the General Services Agency with a total estimated expense of \$96.6 million. It also includes 41 infrastructure projects identified by Public Works with a total estimated expense of \$250.9 million.

The first year of the plan, FY 2013-14, includes 55 facilities and infrastructure projects with potential expenditures totaling \$95.7 million. Seventeen facilities projects are proposed by the General Services Agency for FY 2013-14 with potential expenditures totaling \$25 million. Thirty-eight infrastructure projects are proposed by Public Works for FY 2013-14 with potential of expenditures totaling \$70.7 million.

Organization of the Five Year CIP

Information in the CIP is organized into six sections as identified below. Appendices are used to provide more detail related to the sections in the plan.

- Section 1 Executive Summary – an overview of the plan, including the total estimated cost by year.
- Section 2 Introduction and Background – a summary of the intent of the plan and the process used to develop it.
- Section 3 Summary of Completed Projects – an overview of projects completed in calendar year 2012 at a cost of \$100,000 or above.
- Section 4 Recommended Projects – an overview of the projects, potential expense and geographic distribution.
- Section 5 Operational and Maintenance Costs – a discussion of maintenance and operational expenses related to planned projects and deferred maintenance on existing facilities and infrastructure.
- Section 6 Future Updates – a discussion of the timing and information for updates to the plan.
- Appendices – detail of the projects in the plan, including summaries of facilities and infrastructure projects by functional area, the complete list of projects as well as individual sheets which summarize information about each project and their funding source. New this year is an appendix which identifies potential projects beyond the five year time frame.

The identification of the projects in the plan incorporated the evaluation of essential needs, funding, and feasibility. Funding for projects may be allocated either through the annual process or brought to the Board individually. The CIP is a guide and is not a guarantee that all of the projects will be funded or developed. During each annual review of the plan, project needs and priorities are re-evaluated. The evaluation of priorities and emerging needs will result in changes to the plan. Changes to the plan will include the addition of new projects and the elimination of projects that have been completed or projects removed due to changing priorities and funding availability. The plan provides a solid foundation for the planning and development of County facilities and infrastructure projects over the next five years and will help meet the demands related to growth in the unincorporated areas of the County.

OTHER AGENCY INVOLVEMENT/IMPACT

Development of the plan was completed by the IFCC consisting of department heads and managers from the County Administrative Office, General Services Agency, Public Works Department and Planning and Building Department. Input was provided by a number of County departments, including the Auditor-Controller's Office, Parks and Recreation, Sheriff-Coroner Office, Probation Department, Health Agency, County Fire Department, County Libraries and County Airports. The San Luis Obispo Council of Governments, the Local Agency Formation Commission, Community Services Districts, Home Builders Association of the Central Coast, and San Luis Obispo Economic Vitality Corporation also provided information used to develop this plan.

BUSINESS IMPACT STATEMENT

The Five Year CIP will benefit the Building Design and Construction cluster identified in the San Luis Obispo County Clusters of Opportunity Economic Strategy (November 2010). As part of the development of this plan, the IFCC met with representatives from the Building Design and Construction business cluster (BDC) of the SLOEVC as well as representatives from the Home Builders Association. During these meetings ideas and concepts were exchanged to discuss potential opportunities to address the challenges related to shortfalls in infrastructure needed to accommodate future growth. The County plans to continue these exchanges of information regarding infrastructure needs with our stakeholders. Local business will benefit through the opportunity to construct the projects identified in the Five Year CIP. The trails, parks and pedestrian walkways identified in the plan are consistent with the wellness/prevention/active lifestyle vision identified in the Health Services Cluster.

FINANCIAL CONSIDERATIONS

The projects on the Five Year CIP have a total estimated cost of \$347.5 million. Facilities projects comprise \$96.6 million of the total estimated cost. Infrastructure projects make up \$250.9 million. Approximately \$53 million in funding from a variety of sources has been allocated to the projects in the plan. The remaining unallocated balance is \$294.5 million.

The CIP identifies that over 96% of the potential expense is tied to known funding sources. The allocation of future funding is dependent upon receipt of planned funding from a variety of federal, state and local sources and the future Board of Supervisors' approval to allocate reserves and General Fund through the annual budget process.

Staff from multiple County departments participated in the development of the Five Year Capital Improvement Plan. The staff time and related expense for the preparation of this plan was within existing budgets and no additional General Fund was used to prepare the plan.

RESULTS

The Five Year Capital Improvement Plan is intended to guide the planning and development of larger capital and major maintenance projects developed through the General Services Agency and the Public Works Department. The projects identified in the plan will improve existing buildings and provide new infrastructure and facilities which will contribute to the County's Vision of a Safe, Healthy, Livable, Prosperous and Well Governed Community.

ATTACHMENTS

1. Infrastructure and Facilities Capital Improvement Program Five Year Plan FY 2013-14 through FY 2017-18 and Appendices 1 through 9
2. Clerk's File – Link to Capital Improvement Plan with Link to Appendix 10 – Individual Project Summary Sheets